

**MINUTES OF THE GENERAL MEETING  
OF THE BIGFORK COUNTY  
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on September 17, 2020 at the District office. President Lloyd Ross presided.

**ATTENDEES:**

*Directors: Gene Helberg, Tom Cahill, Lloyd Ross (via phone), Bob Keenan, Seth Price*  
*District Employees: Sergio Lopez, Mimi Wildeman, Julie Spencer, Cindy Inabnit*  
*Engineering: Jeff Cicon P.E, Morrison Maierle*  
*Public: None*

**Pledge of Allegiance**

**READ AND APPROVE MINUTES:**

The minutes of the August 12, 2020 General Board Meeting were reviewed for approval Cahill made a motion to approve the minutes with corrections, Helberg seconded and it was unanimously.

*RESOLVED*, That the minutes of the August Board Meeting be approved with corrections

**CONSENT AGENDA**

Ross asked for discussion, no further discussion Keenan made a motion to approve, Cahill seconded, it was unanimously.

*RESOLVED*, That the Consent Agenda be approved

**READ AND APPROVE AGENDA**

Ross asked for discussion, Cahill made a motion to approve the Agenda, Keenan seconded, it was unanimously.

*RESOLVED*, That the Agenda be approved

**OLD BUSINESS**

**Operations Report-** Ross asked for discussion. Lopez informed the Board on the August events, after discussion Keenan made a motion to approve the Operators Report, Helberg seconded, and it was unanimously.

*RESOLVED*, That the Operators Report be approved as submitted

## **Water System**

- **Task Order #37: Water Tank and Transmission Line Project:**
  - Construction on the Standpipe Rehabilitation Project started on September 7, 2020. The contractor has installed the containment arms on top of the tank and installed their mobile platform inside of the tank. Approximately half of the interior of the tank has been sandblasted to-date. The interior of the tank appears to be in good condition for its age.
  - The contractor brought up several safety upgrades that could be included in the project before it is painted. These included a second access hatch and new ladder that meets OSHA safety standards. In addition, the existing overflow pipe is in poor condition and appears to have been repaired several times in the past. Based on these discussions, it was determined to complete the safety upgrades and new overflow pipe before the tank is painted.
  - We met with the Construction Committee on August 14 to discuss the size of the new tank. Based on updated water usage and growth projections, it was recommended to upsize the tank from the planned 750,000 gallons. Based on discussion, it was determined to design a 1,000,000-gallon tank.
  - We had a 30% Design Progress Meeting with the Construction Committee and staff on September 8, 2020 to discuss the new tank and transmission main. We reviewed two different precast tank types, the tank site plan, construction challenges, and alignment of the new transmission main.

## **Wastewater System**

- **Task Order #36: Bay Sewer Replacement Project**
  - All the necessary easements have been signed and site title opinion has been issued. As of the last board meeting, there were two property owners who had not agreed to connect to the new sewer, but these easements were not necessary for the project to proceed. One of these owners has been contacted and has agreed to the project verbally. The other owner has not agreed to connect to the new sewer. They have been sent a letter giving them until October 2, 2020 to respond or risk not having a grinder pump for their service included in the project.
- **Task Order #36 (Continued)**
  - Bids were opened on August 9. A total of two (2) contractors submitted bids. Morrison-Maierle is recommending award to LHC, Inc. as outlined in the attached memorandum. As noted in the memo, the Bids received were approximately \$200,000 over the project budget (without contingency), or approximately \$500,000 including a 10% contingency. We believe higher bid prices are due to the complex nature of the project, tight construction areas, and market conditions. Bond Council is currently working on financial impacts of the higher construction costs.

*Action Item: Resolution to Award the Bay Sanitary Sewer Improvements Project. The Board has the following options:*

- 1. Award to LHC, Inc. for Schedule I (Base Bid) plus Additive Alternate A for \$3,057,480.92.*
- 2. Award to LHC, Inc. for Schedule I (Base Bid) for \$2,510,578.24.*
- 3. Table for consideration at a later board meeting; or*
- 4. Other as recommended by the Board.*

- If awarded the project, LHC, Inc. indicated they plan to start the project in the Spring of 2021.

Ross asked for discussion. Cicon informed the Board of all the pros and cons of awarding, funding was discussed and the amount we have been awarded for this project and the extreme need for it to be completed. Keenan made a motion to award to LHC, Inc. for Schedule I (Base Bid) plus Additive Alternate A for \$3,057,480.92, Helberg seconded, and it was unanimously.

*RESOLVED*, That to Award to LHC, Inc. for Schedule I (Base Bid) plus Additive Alternate A for \$3,057,480.92 approved as submitted

### **Development Review**

- The Settlement Subdivision – No Update
- Saddlehorn No. 11 – No Update
- Holland Water and Sewer Extension – We met with Jackola Engineering on August 5 to discuss the Holland Water and Sewer Extension. Jackola is working on a survey and will prepare a plan based on our discussion.
  - Ross asked for discussion Spencer informed the Board that there will be a meeting at 9:00 a.m. on September 21, 2020. After discussion Keenan made a motion to allow the Construction Committee to decide on a timeline extension if needed, Price seconded, and it was unanimously.

*RESOLVED*, That the Construction Committee be allowed to decide on a timeline extension if needed be approved

### **NEW BUSINESS-**

**Ranch Contract-** (this will be discussed in Communications with the Ranch Board via phone)

**Shipping Container-** Ross asked for discussion, discussion included total cost of shelving, and the container Cahill made a motion that the purchase of the shipping container should be tabled until October to give the office adequate time to come back with a complete package price, Price seconded, and it was unanimously.

*RESOLVED*, That the purchase of the shipping container should be tabled until October to give the office adequate time to come back with a complete package price

### **COMMITTEE REPORTS**

*Annexation, Main Extensions & Construction ..... Helberg & Cahill*

- Account 1799-00 and 1800-00 informational update on progress
- 7959 MT Hwy 35- update on potential hook up and main extension

*Purchase of Additional CD Investment –..... Price & Ross*

- FDIC Investments- none

*Employee Insurance, Compensation & Certification & Safety ..... Helberg & Keenan*

- Review of Employee Handbook - ongoing

*Pretreatment Regulations ..... Cahill & Price*

- No change

*Budget & Rate Structure ..... Helberg & Ross*

*Asset Replacement Valuations-* Herlberg stated that we have a vehicle and other items that need to be sold. After discussion Cahill made a motion to approve the sale of the surplus items, Helberg seconded, and it was unanimously.

*RESOLVED*, That the sale of the surplus items approved

*Rules & Regulations ..... Cahill & Price*

- *Rules and Regulations* - on going needs to include Engineer Standards and Grease Trap Rules & Regs (design), ongoing almost completed by committee

*Farmland..... Helberg, Cahill*

- Sludge truck is on site
- Grain Bins- All 5 grain bins are full
- Control Panel for the sprinkler system- New Castle is getting a cost estimate for moving the panels to the north side of the building out of the heat of the sun.

## COMMUNICATIONS

### **Ranch Contract-** Mark Smolen temporary Operator

Ross asked for discussion in regards to the Meter Reading Contract with Ranch it will expire on Dec.13, 2020 would be the end of the contract if held to the full term, Cahill made a motion to hold them to their 90 notice November 19, 2020 on the contract and stated that the Ranch Board and Bigfork Water and Sewer will need to develop a new contract that will include maintenance, water usage, operations and cost sharing of these shared assets Keenan seconded, and it was unanimously.

*RESOLVED*, That the Bigfork Water & Sewer will hold them (Ranch District) to their 90 notice on the contract and stated that the Ranch Board and Bigfork Water and Sewer will need to develop a new contract that will include maintenance, water usage, operations and cost sharing of these shared assets

## ***ADJOURNMENT***

Ross called for a motion to adjourn. Cahill moved, Helberg seconded, and it was unanimously  
RESOLVED that the public meeting be adjourned at 2:30 p.m.

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Secretary, Mimi Wildeman

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Minutes approved by:

President Lloyd Ross